NAME: ALEX TAMBORRINO *DATE: 3/26/93*
TITLE: T&D MANAGER *DEPARTMENT: 1426*

OBJECTIVES	ACHIEVEMENTS

1. PROVIDE CREATIVE SOLUTIONS TO BUSINESS OPPORTUNITIES.

- UTILIZE NEW DISPLAYS I.E. SUCTION CUP, GRAVITY FED, DIMENSION 4, ETC.
- INCREASE NO PAY PLATFORMS ESPECIALLY FLOOR DISPLAYS.
- STRUCTURE LOCAL PERFORMANCE AWARDS REWARDING CREATIVITY.

2. ASSUME COMPLETE DUTIES OF DIVISION MANAGER DURING 2Q93.

- DELEGATE T&D RESPONSIBILITIES.
- HIRE QUALIFIED PART-TIME EMPLOYEES TO SUPPORT PROGRAMS.
- PERFORM ADMINISTRATIVE DUTIES TO EXPECTED STANDARD.
- DEVELOP 4Q93 WORK PLAN.
- IMPLEMENT 2Q93 WORK PLAN.

3. DEVELOP NEW FIELD SALES SECRETARY POTENTIAL.

- ENCOURAGE TUTORIAL STUDIES.
- ENSURE KNOWLEDGE OF DAY TO DAY ACTIVITIES TO INCLUDE CORRESPONDENCE, FILING, DRAFTS, E-MAIL, ETC.
- FOLLOW TRAINING MANUAL STEPPED FORMAT.

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Source: https://www.industrydocuments.ucsf.edu/docs/zybp0000